

**HALL MEMORIAL LIBRARY
BOARD OF TRUSTEES' MEETING
JANUARY 8, 2013**

**JAN 15 2013
TOWN OF ELLINGTON
TOWN CLERK'S OFFICE**

- I. Chair John Halloran called the regular meeting of the Hall Memorial Library Board to order at 7:35 PM. Members present were Mary Clements, Jeanne Zulick, Janet Wieliczka, and Library Director Susan Phillips. Peter Nickerson and Mary Blanchette were absent. Marcia Downs was present as Recording Secretary.
- II. Citizens' Forum – No citizens were present at the meeting.
- III. Approval of Minutes of the December 11, 2012 Meeting – The minutes were reviewed by the members present and were unanimously accepted as written (Clements/Wieliczka).
- IV. Treasurer's Report – The Treasurer's Report for December 2013 was read by Marcia Downs, including all three account totals.
- V. Current Year Budget – Sue Phillips distributed a copy of the Year- To-Date Budget Report for the Year Ending January 31, 2013. Expended totals are exactly where they need to be for the period.
- VI. Library Director's Report – Sue Phillips distributed copies of the Director's Report dated January 8, 2013. The items were reviewed and discussed. Library Technical Assistant Gail Avino has submitted her letter of resignation designating her retirement date of 1 February 2013. The Board regretfully accepted Gail's resignation and wished her well in her retirement.
- VII. Friends of the Library Report – Sue Phillips reported that the Holiday Cookie Sale went very well, selling about 90 trays, donating the remainder to the Cornerstone Foundation, and earning approximately \$900.00. The Book Sale has been rescheduled until February 15th, 16th, and 17th 2013.
- VIII. Old Business – Long Range planning Further discussion of the Long Range Plan will continue after the budget season.
- IX. New Business – 2013 – 2014 Budget – Sue Phillips circulated copies of a preliminary proposed FY2013 – 2014 Budget for review by the Board Members. The proposal included a 5% general increase. Discussion on the Budget items ensued. The Budget will be finalized at the next regular Board Meeting.
- X. Trustees' Concerns – None.
- XI. Correspondence – None.
- XII. Adjournment – The meeting was adjourned at 8:40 PM (Wieliczka/Clements), by a unanimous vote.

Respectfully submitted,

Marcia H. Downs